

KENTUCKY BOARD OF CERTIFICATION OF ALCOHOL & DRUG COUNSELORS
BOARD MEETING MINUTES
DECEMBER 5, 2006

A regular meeting of the Board of Certification of Alcohol and Drug Counselors was held at the Division of Occupations & Professions on December 5, 2006.

MEMBERS PRESENT

Michael D. Vance, Chair
Jean P. Keen, Vice Chair
Chris Fajardo
Terry L. Reams
William Michael Sewell

OCCUPATIONS & PROFESSIONS STAFF

Wendy Satterly, Division Supervisor
Karen Lockett, Board Administrator

MEMBERS ABSENT

Martha Roberts Hardesty
Patrick M. McKiernan

OTHERS PRESENT

Diane Fleming – Board Attorney

CALL TO ORDER

Vice Chair Keen called the meeting to order at 10:12 a.m.

MINUTES

Motion was made by Mr. Fajardo to approve the minutes of the October 3, 2006 meeting. Motion, seconded by Mr. Sewell, carried.

FINANCIAL STATEMENT

Motion was made by Mr. Reams to accept the financial statement. Motion, seconded by Mr. Sewell, carried.

DIRECTOR'S REPORT

Ms. Satterly discussed the imaging process and that the final process will be mid-January.

COMPLAINTS AND OTHER LEGAL MATTERS-MS. FLEMING

Complaint # 0501 – Ongoing

OLD BUSINESS

The Board decided to review the Application Forms at the next meeting in February.

NEW BUSINESS

The Board reviewed the letter from Ms. Kathy K. Coates, M.Ed., CADC regarding Lee Towns and his new business cards. A letter was sent to Ms. Coates and to Mr. Towns stating that there should not be any business cards distributed until the applicant has passed all the exams to become certified. Ms. Fleming the Board Attorney reviewed letter before it was mailed.

Motion was made by Mr. Sewell to approve putting the monthly minutes on the website. Motion seconded by Ms. Keen, carried.

Motion was made by Chairperson Vance for all Board members and staff to attend the IC & RC Conference in Orlando Florida in April 10 – 13, 2007.

APPLICATION REVIEW

Motion was made by Mr. Sewell to approve all actions taken on applications for certification. Motion seconded by Mr. Reams, carried.

CONTINUING EDUCATION

Motion was made by Mr. Fajardo to approve all actions taken on applications to provide continuing education for the following: 12.5.2006, Motion, seconded by Mr. Reams, carried.

TRAVEL

Motion was made by Mr. Reams for approval of travel for today's meeting and payment of travel and per diem expenses for Todd Trumbore to serve as an expert witness in the Administrative Hearing in the matter of Art Adams. Motion, seconded by Mr. Sewell, carried.

NEXT MEETING

February 6, 2007

ADJOURNMENT

Being no further business to come before the Board, the meeting adjourned at 11:15 p.m.



Approved
